



DEPARTMENT OF THE NAVY

NAVAL STATION

MAYPORT, FLORIDA 32228-0112

IN REPLY REFER TO:

SOPA(ADMIN)MYPTINST 5560.1

N4

24 Oct 97

SOPA(ADMIN)MAYPORT INSTRUCTION 5560.1

Subj: NAVAL STATION MAYPORT PARKING POLICY AND REGULATIONS

Ref: (a) OPNAVINST 11200.5C

Encl: (1) Parking Policy and Regulations
(2) Reserved Parking Assignments

1. Purpose. To establish policy and procedures for vehicle parking on Naval Station Mayport.
2. Cancellation. NAVSTAMYPTINST 5530.3B (paragraphs 0311-0314) and NAVSTAMYPTINST 3120.32A (SORM, paragraph 523.2).
3. Background. Reference (a) provides guidance for the conduct of parking on naval installations. Commanding Officer, Naval Station Mayport has the responsibility and authority over all vehicular traffic entering and leaving the Naval Station property, its control and maintenance. A component of that control is to permit orderly parking on the Naval Station, consistent with the demands for access to and from the workplace for visitors, employees and fleet personnel. Enclosures (1) and (2) are intended to allow the best use of available parking on the Naval Station consistent with those demands.
4. Action. All personnel entering Naval Station Mayport, both military and civilian, will be governed by this instruction. Tenant commands and activities will adhere to the guidance for reserved parking and specific space assignments contained in enclosure (2).

JAN C. GAUDIODistribution: (SOPA(ADMIN)MYPTINST 5605.1N)
Lists A and B

*Parking
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Parking Policy and Regulations

1. Vehicle Parking Policy. All vehicle parking on NAVSTA Mayport is under the direct authority and management control of the Commanding Officer. The primary objective of vehicle parking control is to provide the best possible use of available parking spaces consistent with vehicle density, personnel convenience, safety and security demands. Consistent with OPNAVINST 11200.5C, the majority of station parking spaces will be non-reserved and available on a first-come-first-served basis.

2. Parking Area Time Limits. Privately owned vehicles will not remain parked onboard Naval Station Mayport for more than three consecutive days. This regulation does not apply to Bachelor Officer Quarters/Bachelor Enlisted Quarters (BOQ/BEQ) and Navy Lodge registered residents parked in resident parking areas. Persons requiring parking onboard the Naval Station for more than three days may make arrangements for long term parking with the operators of the station long-term parking facility by contacting Morale Welfare and Recreation (MWR) at 270-7022. Vehicle owners not adhering to the time limit are responsible for all expenses incurred for vehicle removal and storage in the event towing is required. If there are extenuating circumstances; i.e., short-fused contingency ops, etc., these commands may contact the Security Officer to obtain permission for vehicles to be relocated to a designated daily use lot.

3. Parking Space Color Markings. All authorized parking spaces will be marked. Reflective signs, cement tire stops or other means of identifying individual spaces or areas will be installed. Reserved spaces will be designated by position or title; e.g., "Commanding Officer," "Officer in Charge", only. Blue background with white lettering will be used throughout the station to identify reserved parking spaces. Solid blue with no marking or lettering, or non-painted, blank curb stones denote general parking. Red or yellow markings/stripes identify emergency/safety zones and are "no parking" areas.

4. Parking Regulations. The following parking rules apply to all vehicles on the station:

a. Registration of vehicles for the purpose of permitting access to the station is a privilege extended by the Commanding Officer, Naval Station Mayport, to all persons having military status, civilian employees, visiting general public and other persons having business needs aboard the station.

b. Within 30 days of reporting aboard Naval Station Mayport, all military and civilian personnel assigned to duty or employed on board will register their privately-owned vehicles with the Security Department Pass and Identification Vehicle Registration Branch, located in Building 1903. This requirement also includes the vehicles of personnel transferring to Mayport from other installations with valid DOD decals.

c. The military member of each family is the sponsor and person of record for all vehicles registered aboard the station. Accordingly, the military member is directly responsible for the conduct and actions of all family members while they are operating the registered vehicle on the station. Violations incurred by family members will be assessed against the driving record of the military sponsor.

Enclosure (1)

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- k. On any grass or landscape-improved area.
- l. Driven on or parked in the beach area and adjoining access roads. In season, Mayport commercial fishermen have been granted an exception for boat launch and parking of their vehicles in vicinity of the beach South Jetty.
- m. Parked blocking trash receptacles.
- n. Parked unattended with the keys left in the vehicle. Leaving a vehicle standing and unattended with the engine running, even for a short period, is prohibited.
- o. Vehicles, boats, trailers, etc., with a "For Sale" sign will not be parked unattended in parking areas for the sole purpose of resale without MWR consent. Contact MWR at 270-7022 for assistance in appropriate display of vehicles for sale.
- p. Children under the age of ten years will not be left unattended in a parked vehicle.
- q. Pets will not be left in vehicles during hot weather where inside vehicle temperatures could cause injury or death to the animal.

6. Parking Enforcement

- a. The Station Security Officer is responsible for the monitoring, control and enforcement of all Station parking regulations.
- b. Commands or activities will refer parking issues and violations in areas under their respective control to the Security Department for appropriate enforcement measures.
- c. Naval Station parking enforcement will be facilitated primarily through issuance of traffic citations. First-time infractions will result in a citation and the vehicle will be towed if meeting the "Towing Authorized" criteria specified in paragraph 5 above. The second violation of any parking regulation in a one year period will result in a citation and the vehicle being towed, regardless of the nature of the violation. The third such infraction in a one year period will result in a citation, towing and suspension of onbase driving privileges for one month. Fourth infraction in one year will result in citation, towing and suspension of onbase driving privileges for six months.
- d. Towing of any vehicle for violation of parking regulations must be approved by the Security Department Watch Captain (270-5583). Towing and storage charges will be incurred at the owner's expense.
- e. Handicap Parking Enforcement. Reserved parking for handicapped will be identified by the international symbol on an erected sign and similar, appropriate curb stone and/or pavement markings. Handicapped vehicles will be identified by the handicapped sticker on the license plate, windshield or placard hanging from the rearview mirror. A handicapped person, as defined by municipal or state guidelines for issuing appropriate decals, must be a passenger in the vehicle whenever a vehicle is parked in a handicapped space. Any vehicle found in violation of parking in handicapped spaces will be cited

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responsibility for parking area cleanliness not previously assigned in paragraph 7c above is as follows:

- a. Satellite Parking. The parking area located at the northeast end of the airfield runway, adjacent to the fuel depot (senior ship berthed at Charlie Piers).
 - b. Charlie Pier Parking. The parking areas on Charlie Pier peninsula and adjacent to the runway (Perimeter Road), excluding the area cordoned-off for tug/harbor master/pilot parking (senior ship berthed at Charlie Piers).
 - c. Bravo Pier Parking. The parking areas located north of Maine St., adjacent to Bravo Pier berths and Building 46 (senior ship berthed at Bravo Piers).
 - d. Fire Station Parking. The parking area located west of Maine St. between the fire station and transient aircraft apron (senior ship berthed at Alpha through Delta 2 piers).
 - e. Alpha/Delta Pier Parking. The new parking area adjacent to Delta 2 Pier and building 36 (senior ship berthed at Alpha through Delta 2 piers).
 - f. Delta 3/4 Pier Parking. The parking area west of the fence line enclosing Delta piers, adjacent to Building 1349 (senior ship berthed at Delta 3/4 piers).
 - g. South Wall Parking. The parking area located directly adjacent to Massey Ave., south of Delta/Echo pier slip (senior ship berthed at Delta 3/4, Echo 3 piers).
 - h. South Wall Additional Parking (Building 54). The parking area located south of Building 54 (Naval Station Public Affairs Office) and accessed by driveway from Massey Ave. (senior ship berthed at Delta 3/4, Echo 3 piers).
 - i. Echo/Foxtrot Pier Parking. The large parking area located adjacent to Echo and Foxtrot piers, north of Building 1488 (STMA) (senior ship berthed at Echo 2/3, Foxtrot piers).
9. Pier Area Vehicle Access/Parking. Authorization to access/park vehicles in the ship's docking area will be controlled by the Station Security Officer and all vehicle decals/passes authorizing pier access will be issued by the NAVSTA Mayport Security Department.
- a. Private vehicles of Commanding Officers (COs), Executive Officers (XOs), other officers O5 and above, Command Master Chiefs (CMCs), Sailor of the Year (SOY), Ombudsman (OMB) and ship's MWR vehicle are authorized pier parking. Persons in this category will be issued the appropriate rank/position identifying decal, which must be placed adjacent to the Station DOD Vehicle Decal, and will authorize the vehicle to enter the pier area during normal operations. Vehicles will be parked only in lined, marked and designated spaces. Privately-owned vehicles belonging to personnel of underway ships that will not return to port on the same day will be removed from the ship's berth parking area before the ship is underway. Portable reserved space markers must be removed when a ship gets underway for more than 24 hours.

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Reserved Parking Assignments

<u>Parking Area/Lot</u>	<u>Responsible Command</u>	<u>Number of Reserved Spaces</u>
Bldg. 1555	FASO	8
Bldg. 1553	CHSLWL/AIMD	25
Bldg. 1552	H51 Squadrons	40 (8 per sqdrn.)
Bldg. 1343	CCG-6	25
Bldg. 36	CCDG-12	25
Bldg. 1878	CWHG	30
Bldg. 1554	NAVSTA Supply	12 (4 cust. svc., 1 Handicapped)
SIMA traffic circle	RSG/SIMA	42 (2 Handicapped)
SIMA East	SIMA	General Parking
Bldg. 1966	SCE/PWC	10 (1 Handicapped)
Bldg. 414	MWR	20 (16 cust. svc.)
Bldg. 392	Outdoor Recreation	1 (1 Handicapped)
Bldg. 1391	Gym	2 (2 Handicapped)
Bldg. 1586/7	BEQ	4 (4 Handicapped)
Bldg. 1585	BEQ	2 (2 Handicapped)
Bldg. 351	FTC	12 (2 Handicapped)
Bldg. 1556	NAMTRAGRU	8
Bldg. 420	CBU 420	4
Bldg. 1320	RSG	8
Bldg. 448/456	SUPSHIP	12
Bldg. 191/191-C	FISC/DIA/ Environmental/Servmart	23 (5 FISC, 5 DLA, 3 Environmental, 10 Servmart cust. svc.)
Bldg. 256	Gas Station	1 (1 Handicapped)
Bldg. 1333	FSC/TQL	4 (4 Handicapped)

Enclosure (2)

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<u>Parking Area/Lot</u>	<u>Responsible Command</u>	<u>Number of Reserved Spaces</u>
Bldg. 365	Fire Station	4 (2 cust. svc., 1 Handicapped)
Bldg. 9/66/216	Fire Prevent./Boy Scouts	4 (1 Handicapped)
Bldg. 24	FTSC/NFCU ATM	10 (3 ATM, 7 FTSC)
Bldg. 3	RMD/Legal	15 (3 RMD, 2 Handicapped, 3 Legal cust. svc.)
Bldg. 1	NAVSTA Admin	17 (6 cust. svc, 1 Handicapped)
Bldg. 2	CDS-14/24/Harbor Ops	27 (13 Harbor Ops cust. svc., 7 ea. CDS 14/24)
Bldg. 7	CCC/HRO	6 (1 Handicapped, 4 cust. svc.)
Bldg. 211	Safety	3
Bldg. 12/50/38	ColeJon/ISR/D/Phone	20 (service veh. only, ISR/D to allocate)
Bldg. 90	Air Ops	12 (8 cust. svc. 2 Handicapped)
Bldg. 1509	Harbor Ops	20
Bldg. 161 (Ribault Club)	NEX	2
Bldg. 1900	Off-base NEX/Commissary	46 (35 Handicapped)

e. When activated during an emergency, the ASF must be capable of performing and sustaining security operations for a period of at least five consecutive days.

f. To counter a specific threat or as a precautionary build-up measure, the ASF may be activated, all or in part, as dictated by the situation and the Commanding Officer, Naval Station Mayport.

5. Manning Requirements. The Naval Station Mayport ASF is established using local non-deployable military manpower assets furnished by Naval Station Mayport Departments/Special Assistant offices, and assigned/attached tenant commands and activities. (See enclosure (1).)

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a. Ninety-nine ASF members are required to support port-starboard sections during emergency operations.

b. Based on military personnel allowances, the equitable fair share personnel tasking for each Naval Station Mayport Department/Special Assistant office, tenant command and activity assigned to the station is established at the required percentage of assigned non-deployable military personnel strength. It is the responsibility of the unit or activity furnishing the ASF personnel to monitor assigned non-deployable military personnel strength levels to ensure the numbers of command personnel assigned to ASF duties are maintained to satisfy their requirement.

c. When selecting personnel for ASF duty, command ASF coordinators will screen prospective members to ensure they meet the following minimum eligibility requirements:

(1) Personnel appointed to ASF duty will be assigned as an additional duty for a period of not less than 18 consecutive months.

(2) Designated personnel must not have received non-judicial punishment (NJP) within the past 24 months.

(3) Selected personnel will not be in a limited duty status and shall not have any physical or mental impairments which would prohibit ASF training.

(4) Appointed personnel must have successfully passed the most recent Navy Physical Readiness Test (PRT).

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6. Assignment Procedures. Initial ASF manning was accomplished in 1998 using the established formula (see enclosure (2)). To maintain the ASF at required manpower levels, the Security Department will conduct periodic reviews of ASF staffing and advise the Commanding Officer, Naval Station Mayport of manpower shortages and station elements not meeting fair share staffing obligations. Personnel assigned to ASF duty will be appointed in writing (see enclosure (3) for sample) by their respective command or activity with a copy to the Naval Station Mayport Security Officer (Code N2). Letters of appointment must provide the following information relevant to the person(s) appointed to ASF duty: NAME, RATE, SSN, COMMAND, PRD, EAOS, WORK PHONE NUMBER and PRT STATUS.

7. ASF Coordinators. All non-deployable commands and activities assigned to Naval Station Mayport will appoint an ASF Coordinator. It is recommended the appointed ASF Coordinator be the Command Master Chief or a senior ranking Chief Petty Officer with comparable duties and responsibilities. The ASF Coordinator will be the direct link between the Naval Station Security Department and the individual commands. The ASF Coordinator will be appointed in writing (see enclosure (3) for sample) with a copy to the Security Officer (N2). On change of the ASF Coordinator, a revised letter will be forwarded to the Security Department changing the appointment.

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Issued uniforms and equipment remain government property and will be returned to Naval Station Mayport Security Department when the member terminates the ASF assignment.

10. Weapons and Weapons Qualifications. In accordance with requirements specified in reference (d), each member of the ASF will be qualified with a 9mm hand gun and 12 gauge shotgun. When on ASF duty, depending on post assignment, the ASF member will be armed with either a 9mm hand gun or the 12 gauge shotgun. All weapons and ammunition, when not in use, will be secured in the Mayport Security Department Armory. Possession or use of personal fire arms or other weapons while performing ASF duties is not authorized.

11. ASF Emergency Recall. The ASF is on short/no notice recall. The decision for recall of the ASF rests with the Naval Station Mayport Commanding Officer, Executive Officer, Command Duty Officer or the Security Officer. At the exact moment the ASF recall is declared, all appointed ASF members become operationally responsible to the Commanding Officer, Naval Station Mayport and are ordered to report without delay to the designated ASF assembly facility (Building 1591) as specified below.

a. When notified of an emergency recall, ASF personnel will report to Mayport Security Department, Building 1591 in ASF uniform with all issued equipment and prepared for an extended stay of up to five days.

b. When an ASF recall is announced, ASF personnel assigned to other units or activity duties will be immediately relieved of those duties and permitted to proceed to the appointed ASF assembly location within the time constraints listed below.

(1) Administrative Recall - Administrative recall of the ASF may be made in response to conditions requiring additional security personnel to ensure safety and control of station personnel or property. Response time to this type recall will not exceed three hours. Eighty percent (80%) of the ASF should be mustered within 2 1/2 hours of recall initiation.

(2) Emergency, Non-Threat Conditions - During normal peacetime conditions (no threat condition exists), response time to an emergency recall will not exceed 1 1/2 hours. Eighty percent (80%) of the ASF should be mustered within one hour after recall initiation.

(3) Emergency, Threat Conditions - During threat conditions, response time for an emergency recall will not exceed one hour. Eighty percent (80%) of the ASF should be mustered within 45 minutes of recall initiation.

A) c. During times of recall or activation, all leave and liberty is subject to the approval of the ASF Officer and will not normally be granted except if it meets emergency leave criteria. If ASF members are activated in a limited number capacity, leave will be granted when a replacement has been identified and supplied by the member's command.

R) d. Each command will prepare a command ASF recall roster including the names and accurate recall numbers of all ASF members belonging to that command. A copy of the command recall roster will be furnished to the Command Duty Officer (CDO) and ASF Coordinator of that particular command and a copy forwarded to the ASF Officer for file. To ensure the ASF Recall Roster is current, the ASF Coordinator of each unit or activity will verify the roster monthly. Any changes to the ASF Recall Roster will be forwarded to the ASF Officer.

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Auxiliary Security Force
Naval Station
Mayport, Florida 32228

From: (Commanding Officer, Officer in Charge), _____
To: Security Officer, Naval Station, Mayport
Via: Auxiliary Security Force Officer, Mayport

Subj: AUXILIARY SECURITY FORCE CANDIDATE SCREENING SHEET

Ref: (a) OPNAVINST 5530.14B

Encl: (1) Standards and Qualifications Sheet
(2) ASF Member's Personal Data Sheet
(3) TAD and Leave Request Agreement

1. The member listed in paragraph 4 is submitted as this command's candidate for assignment to the Auxiliary Security Force. I have screened this individual and certify that he/she meets the standards set forth in reference (a) as follows:

a. Candidate is a volunteer and currently meets the minimum Navy Physical Readiness standards.

b. Candidate is mature, possesses sound judgment and has no known drug or alcohol dependencies.

c. Candidate has had no non-judicial punishment within the past two years and no civil or court martial convictions within the past year.

d. Candidate will be available to stand assigned security duties to include all ASF operational commitments as well as the minimum two days training per month.

e. Candidate will be capable of complying with and maintaining firearms proficiency per Section 0908 of reference (a).

f. Candidate will have a minimum of 18 months remaining on station after completion of initial training.

2. I understand that this assignment is a minimum obligated tour of 18 months and that these duties take precedence over the duties of his/her local command.

3. No member can be removed from the Auxiliary Security Force without the authorization of the Naval Station Security Officer.

4. Candidate's Name: Social Security Number:

Signature:
Print:
Title:

Enclosure (3)

2

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Bldg. 242	Fitness Center/CPO Club	3 (3 Handicapped)
Bldg. 425	HOQ	7 (5 Handicapped)
Bldg. 243	Ocean Breeze	4 (4 Handicapped)
Bldg. 1980	Navy Lodge	2 (2 Handicapped)
Bldg. 245/1358/244	Freddie's, 1H, Bowling Alley	7 (7 Handicapped)
Bldg. 268	Swimming Pool	2 (2 Handicapped)
Bldg. 1868	NLSO/TSO	10 (4 Handicapped)
Bldg. 298/299	PSD, NCIS	32 (3 Handicapped, 21 cust. svc.)
Bldg. 350	Chapel	6 (2 Handicapped)
Bldg. 1576	FSC	23 (20 cust. svc.)
Bldg. 1363 East	BMC/BDC	30
Bldg. 1363 West	BMC/BDC	121 (Patient General Parking, 7 Handicapped)
Bldg. 460	NFCU/Post Office/Library	0 (8 Handicapped)
Bldg. 1264/1397	Fleet Exchange/ATG	19 (2 Handicapped, 17 ATG)
Bldg. 337/338/451	Oasis Galley/Barracks	2 (2 Handicapped)
Bldg. 1263	American Bank	1 (1 Handicapped)
Bldg. 1983	Pass and Decal	1 (1 Handicapped)
Bldg. 1591	Security	7 (2 Handicapped, 3 cust. svc., north lot sec. vehicles)
Bldg. 210	Security Investigations	1 (1 Handicapped)
Bldg. 213	Security Training/Admin/K-9	1 (1 Handicapped)
Bldg. 289	Housing	3 (3 Handicapped)
Bldg. 1981	Rogey's	2 (2 Handicapped)
Bldg. 54	Public Affairs Office	7 (1 Handicapped, 3 cust. svc.)

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b. The pier SOPA at each appropriate berth will control private vehicle parking assignments in that berthing area. Additionally, parking by commercial vehicles (vendors, contractors, Public Works Center, etc.) will be monitored and controlled consistent with guidelines in paragraph 5 above. The quarterdeck of the inboard ship at each berth will monitor and enforce parking requirements. Requests for Special Pier Access/Parking passes will be forwarded to the Station Security Officer, Attn: Pass and Identification Supervisor, via the Naval Station Harbor Operations Officer (NAVSTA N3). Passes will be issued annually and renewed during the month of January.

c. Two categories of commercial/government vehicle access will be afforded to pier areas: short-term parking or pickup and delivery. Pier access passes for commercial vehicles providing ship's maintenance support must be requested in writing by the sponsoring maintenance activity (SUPSHIP JAX, COMREGSUPPGRU Mayport, SIMA, Supply) or ship Commanding Officer and forwarded to the Station Security Officer, via the Naval Station Harbor Operations Officer (NAVSTA N3), for approval and issue of passes. All commercial vehicles must present and display an appropriate pass for pier access, with no exceptions.

10. Special Event Parking. All commands in charge of special occasions, such as change of command, visit ship, homecomings, etc., will coordinate parking requirements with the Station Security Officer (270-6301). For events requiring pier access, coordinate with Naval Station Harbor Operations Officer (NAVSTA N3). Parking areas will not be restricted or closed without permission from the Commanding Officer of Mayport Naval Station. To provide sufficient lead time to plan traffic control operations and parking requirements, event sponsors will coordinate parking requirements at least 30 days prior to the scheduled event. Special event sponsors will provide the Security Department with sufficient personnel to assist in maintaining control of parking areas. All other special event/VIP parking will be accommodated on a temporary basis through the redesignation of existing command assigned parking spaces.

11. Government Housing Area Parking. Parking for residents' vehicles will be assigned and regulated in the Housing Policy Handbook.

12. Command Parking Improvement Program Initiatives. Car Pooling. Commands will encourage and support car pooling programs. Submit working program guidelines and requests for additional reserved space allocation to the Naval Station Security Officer for consideration.

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and immediately towed at owner's expense, with the additional following guidelines applied:

- (1) First offense results in 30-day onbase driving privilege suspension.
- (2) Second offense results in 180-day onbase driving privilege suspension.
- (3) Third offense results in one year onbase driving privilege suspension.

7. Reserved Parking Assignments

a. Commands allotted reserved parking spaces will assign those spaces based on individual needs, with an emphasis and prioritization for assigning sufficient customer service spaces first. Where indicated, a minimum number of customer service spaces will be marked and designated from the total reserved spaces allocated. Space designation/requests for changes to reserved parking will be submitted to Naval Station Security Officer with an accompanying parking diagram.

b. Handicapped Parking. Consistent with federal guidelines (1:25) for accessibility to public buildings, handicapped spaces have been assigned for buildings designated as "public access" and are included in assigned reserved space totals. Privately owned vehicles of handicapped personnel displaying authorized handicapped plates/decals issued by the city or state are authorized to park in those designated spots.

c. Responsible Command Authority. Commands assigned responsibility in specific parking areas/lots are in enclosure (2) and are responsible for:

- (1) General cleanliness of the parking area, including policing of the lot for trash and refuse, as required.
- (2) Maintenance of the parking area, to include monitoring condition of surfacing, drainage, line/stripping visibility, condition and marking of parking curbs/stones, signs, and serviceability of any installed lighting, with assistance provided through the use of maintenance requests to Naval Station Staff Civil Engineer.
- (3) Monitoring compliance with parking regulations and policy in their respective parking area. Commands will facilitate enforcement through citation and towing by notifying Naval Station Security Department personnel (270-5583) of parking infractions in their respective parking areas.

8. General Parking Areas. General Parking is primarily intended to support ships' personnel parking with limited spaces designated to support other associated activities. All general parking areas are under control of the Naval Station and designation of reserved spaces and marking of parking spaces will be accomplished under direction and supervision of the Naval Station Security Department. When no ships are berthed at assigned piers, Naval Station Harbor Operations (Harbor Ops) Department assumes responsibility. Naval Station Harbor Ops assigns the senior ship in each pier berthing area responsibility for coordinating assigned parking area cleanliness. The

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d. Documents required for registration of a private vehicle on the Station include Duval County emission control certificate, state driver's license, state ownership registration and proof of current insurance. Motorcycle registrations require the owner/operator to produce a certificate of completion from a state or military accredited motorcycle safety course.

e. Vehicle decals or passes may only be placed on or used with the vehicles for which the decal or pass was issued. When Station driving privileges have been suspended or revoked, vehicle decals must be removed from all vehicles registered to the offender. Vehicle owners will inform the Pass/ID Branch whenever there is a change in vehicle registration data or address. When a vehicle is sold or traded, the decal must be recovered and returned to the Security Department for correction of records.

f. Personnel awaiting registration data on the purchase of a new vehicle or transfer of tags will be provided with temporary vehicle registration effective for up to 30 days. A person need not own the vehicle to register it, however the owner must be an immediate family member and the applicant must have a lease agreement, power of attorney or notarized statement from the owner of the vehicle specifying the inclusive dates for which permission to use the vehicle has been granted.

5. Parking Restrictions. The following parking restrictions apply to all areas aboard the station. Violators are subject to citation and vehicle towing, if indicated, with cost of towing and stowage to be incurred by the vehicle owner. Vehicles are prohibited from parking under any of the following conditions:

- a. In a Level Two or Three security restricted area. (TOWING AUTHORIZED)
- b. Within the 30 foot Ship's Security Zone. (TOWING AUTHORIZED)
- c. Within 15 feet of a fire hydrant. (TOWING AUTHORIZED)
- d. Within 15 feet of any doorway leading into or from buildings/loading docks used primarily for repair, rework, storage, handling, packaging or shipment of government materials and supplies. (TOWING AUTHORIZED)
- e. Within 30 feet of a wharf/pier water-side bulkhead or any ship at berth. (TOWING AUTHORIZED)
- f. Vehicles will not be parked in such a manner as to impede or obstruct normal traffic flow or in areas marked/used for emergency purposes including an alleyway, street, lane, sidewalk or other roadway. (TOWING AUTHORIZED)
- g. In any area in violation of posted warning signs or in parking areas or other designated areas announced to be vacated for special operations, events or construction. (TOWING AUTHORIZED)
- h. Within the 20 foot clear zone of a designated security restricted area building perimeter or security fence line.
- i. Within three feet of any fence or blocking a security fence gate.
- j. Parked in violation of posted signs or in areas not specifically designated as a parking space or parking area.